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HANDLOOMS, TEXTILES & HANDICRAFTS DEPARTMENT

NOTIFICATION

The 25th October, 2023

No. 7878—HTH-HC-91/2022/HTH.—Government has formulated the “Odisha Artisan Grade Stone Policy, 2021” vide Steel & Mines Department Notification No. 10098/SM. Dated the 29th November, 2021 to assure adequacy in availability and supply of artisan grade stone to individual users / user groups / co-operatives through a need based approach taking into account utilization of already supplied stone to increase interest in stone carving art & sustained growth of the craft.

Now as per the provisions of Para-3 of the said Policy, Government has been pleased to approve the Standard Operating Procedure (SoP)/ Guidelines for procurement of artisan-grade stones and sale to the stone carving artisans of the State.

The approved copy of the SoP is attached herewith at ***Annexure-I***.

By Order of the Governor
ARABINDA KUMAR PADHEE
Principal Secretary to Government

ANNEXURE- I**STANDARD OPERATING PROCEDURE FOR ALLOTMENT OF ARTISAN GRADE STONE TO STONE CARVING ARTISANS OF THE STATE BY UTKALIKA.**

A. Odisha Artisan Grade Policy, 2021 was notified vide Steel 86 Mines Department Notification No.10098, dated the 29th November, 2021 to facilitate availability of raw material to stone carving artisans of the State. It has also been stressed upon in the Policy for monitoring & supervision of supply and actual utilization of stone by the artisans. Accordingly, this operational guideline has been prepared for fair & equitable supply of stone to the artisans in order to safeguard the interests of marginal artisans and prevent unauthorized/ commercial use.

B. Eligibility of the End Users:

All the working stone carving artisans of the State enrolled in the Survey database of handicraft artisans are eligible to avail the benefits under the Policy. Members of SHGs & Cooperatives and artisans working in handicraft enterprises can avail the benefits in their individual capacity.

C. Registration of Users:

1. As provided in paragraph 3 (iv) of Odisha Artisan Grade Stone Policy- 2021, UTKALIKA will open Raw Material Banks at the following locations for storage and sale of stone to users.
 - Bhubaneswar (Mancheswar) of Khurda District,
 - Narangarh of Khurda District,
 - Pipli of Puri District,
 - Balighai of Puri District (on Puri-Konark road)
 - Baulagadia of Balasore District,
 - Khiching of Mayurbhanj District,
 - Dhakota of Keonjhar District ,
 - Sukhuapada of Jajpur District,
 - Barangpalli/ Kapsira of Bargarh District
 - Mathura of Ganjam District,

- Kandhagada of Kalahandi District
2. OMC will deliver artisan grade stones to Utkalika at the above Depot as per the size 86 specification requisitioned by Utkalika and at a cost as decided from time to time.
 3. All the eligible artisans will apply to UTKALIKA in the prescribed Application Form (Annexure-A) with recommendation of concerned District Handicrafts Office for one time Registration.
 4. The Co-op Society/ SHG/ Enterprise will submit the last three years Audit Report along with members list while applying for Registration.
 5. UTKALIKA in turn will prepare and maintain a Register of all such recommended users and supply stone to registered end users only at designated Raw Material Bank/ Stone Depot after payment of the approved material cost.

D. Manner of Allotment of Stone

- I. The maximum annual allotment of any one variety of stone to a user will be made as detailed below.

Type of Stone	Maximum Permissible quantity per annum
Khandolite	36 Cubic Metre
Granite	18 Cubic metre
Soft Stone	1 Metric Ton

2. The artisan can lift materials on a monthly basis Lifting of more than one variety of stone will be allowed proportionately.
3. Supply of stone will be made in the 1st week of every month. The artisan will be allowed to lift additional quantity, if any, in the 3rd week of every month subject to availability. Preference will be given to members of SIGs/ Co-operatives.

E. Monitoring & Supervision

1. All the users shall maintain a register of utilisation of stone with details like quantum of stone issued and no. & sizes of finished products prepared and produce before the District Handicrafts Office/ UTKALIKA for verification as & when required.
2. The users at the time of issue of stone shall submit a certificate to the effect that the stone supplied to them during the previous

month has actually been utilised by him/ her for making handicrafts and not for further commercial sale or any other purpose.

3. The assessment of annual requirement of stone shall be made every year by the District Handicrafts Office basing on actual utilization

F. Management of Raw Material Bank/ Stone Depot

All the Raw Material Bank/ Stone Depot will be managed by UTKALIKA by engaging manpower through outsourcing as per requirements.

ANNEXURE-`A'**APPLICATION FORM FOR ALLOTMENT OF STONE**

1	Applicant Type	:	Group-A/ Group-B
2	Name of the Artisan/ SHG/ Cooperative/ Enterprise	:	
3	Constitution (for other than individual artisan) (Attach Supporting Documents)	:	
4	Address for Correspondence	:	
5	Aadhar Number	:	
6	Mobile Number	:	
7	Email	:	
8	Whether enrolled in the Survey Database of Handicraft Artisans	:	Yes/ No
9	Annual Turn Over in Stone Carving	:	
10	GSTIN No (if any, with document)	:	
11	Average Annual Consumption of Stone (A detailed calculation sheet for last 3 years may be attached)	:	
	a. Khandolite	:	
	b. Granite	:	
	c. Soft Stone	:	
12	Name of the Raw Material Bank/ Depot for lifting the stone	:	

Signature of the Applicant

Recommendation of District Handicrafts Office

This is to certify that Sri/Smt./M/s _____ is a genuine stone carving artisan/ entrepreneur/ SHG/ Co-operative. I have visited the production unit and his/ her/ their annual requirement of stone for the financial year _____ is assessed as follows:

Khandolite	
Granite	
Soft Stone	

Signature of
Deputy Director (Handicrafts)/
Assistant Director (Handicrafts)
District: